

Special MSC Executive Board Meeting
November 4, 2013
1:10 p.m.

The special meeting of the Montana Shared Catalog Executive Board was opened by Ken Adams with Honore Bray joining the group later. Members attending the meeting online included: Ann Rutherford, Becky Mosbacher, Cheryl Heser, Dale Alger, Debbi Kramer, Diane Anderson, Jack Albrecht; Libby Wolfe. Other joining the online meeting included: Helen Windy Boy, Melody Condrón, Mike Price, Sarah McHugh, Amy Marchwick, Kathy Robins, Katy Callon and Elizabeth Jonkel.

Ken explained the current MSL-MSD organizational chart as well as each of the handouts that were provided for the meeting. A letter from State Librarian Jennie Stapp to Honore in answer to previous questions was presented. Libby expressed appreciation for Jennie's input. While waiting for Honore to arrive to chair the meeting Dale suggested we move forward with the flow chart explanation. Cheryl commented on the Executive Board and our role and level of authority. (Chat: I thought it was good. But I thought we needed more on the Executive Board and our role and level of authority.) The Executive Board does the development of policies, budget, etc. and the MSD Membership does the implementation through voting.

Oct, 2013 Email Thread between Jennie, Honore and Exec's regarding MSD governance

From: Stapp, Jennie [mailto:JStapp2@mt.gov]

Sent: Wednesday, October 09, 2013 4:16 PM

To: Honore Bray

Cc: McHugh, Sarah

Subject: RE: MSD information

Hello Honore,

I apologize for my delay in responding to you. As you can image, things have been hectic upon my return, particularly in light of the federal government shutdown. My responses to your questions are below:

1. As you are well aware, when the MSD was first created it was with State Library LSTA funding coupled with funding from member libraries. The State Library reassigned staff to manage the catalog and financial operations were managed by the Missoula Public Library.

Then, in 2006, the MSD decided to shift their financial administration to the State Library, thereby giving more authority to the State Library. Fiscal authority was granted by the Legislature to the State Library to administer the MSD in 2007. Then, in 2009, in a legislative effort led by the State Library, the MSD began receiving approximately \$100,000 in state funding annually from the Legislature. These funds are administered by the State Library according to Administrative Rule.

In light of this history, the State Library has always considered the MSD to be a library development program of the State Library that meets the vision and goals of the State Library. As a program:

- The MSC is reflected as a priority in our LSTA five year plan, our own strategic plan and our annual work plans.
- The MSC has always been the “go to” group for the State Library to pilot new opportunities to further library development in Montana.
- In addition to looking to the MSC Executive Committee, we use the Network Advisory Council to provide advice that may impact our administration of the MSC. An example was the recent RFI/RFP that the State Library administered to evaluate ILS providers. This process included representation for MSC members, the NAC and other non-MSC members.
- Staff carrying out the work of the MSC are staff of the State Library. We manage their job descriptions and performance and fund 2.5+ FTE. Staff follow all state policies and receive pay raises along with other state staff. We provide for their IT needs, administer their pay roll, carry out supervision responsibilities and in every way treat them in the same manner we treat all MSL employees. For example, though Amy is funded by the MSC, in her role in promoting good library development to the benefit of MSC members, we see the value in offering her more training and guidance in all areas of library development so that she can share that expertise with MSC members when needed.
- We provide infrastructure including network support and central services administration with no overhead charged to the MSC.
- We maintain the budget and all fiscal operations.
- For the first time ever, in 2013 the Legislature approved including MSC staff in our House Bill 2 budget (funded with LSTA dollars).

When the membership decision was made to shift financial administration to the State Library it was made clear that doing so would give the Commission and ultimately the Governor’s Office and the Legislature a significant degree of authority over the fiscal and general administration of the MSC.

Because we recognize that the MSC needs to be a resource that empowers Montana libraries to fulfill our goals for library development and because we value collaboration, we know that the leadership and input of the MSC Executive Committee and membership is essential to the MSC’s success. We, and the membership, rely on the Executive Committee to provide leadership, policy oversight for the operation of the MSC, membership engagement, budget and cost share allocation recommendations and to manage the responsibilities outlined in the MSC bylaws.

To illustrate this structure, based on the recent recommendation of the Executive Committee and the vote of the membership, if the MSC decides to fund a new FTE, that recommendation would go to the Commission for approval. From there we would send a request to the Governor’s office to create the new FTE. If the legislature was in session, the request would also be reviewed by the Legislature.

It is very much our hope and intent for the vision and goals of the State Library for the MSC to align with the vision and goals of the Executive Committee as Sarah outlined at the membership meeting.

2. Sarah and I have discussed the need for a hold on adding new libraries and I agree that this may be required. It does not make sense to me to bring new libraries into the middle of what may be a significant reorganization that could

ultimately significantly impact their ILS policies. I have asked for a timeline for the reorganization to share with the Commission at their December meeting. If the timeline is as we anticipate we would plan to notify the Commission that we will not hold an application period in the spring of 2014. I do worry about the LSTA funds dedicated to new libraries but, depending on the timeline, we could hold off for a later application period next year or apply those funds to technical assistance to complete the reorganization.

3. The number of school libraries does not impact the MSC from an LSTA perspective because LSTA funds do not have to be tied to public libraries. From an LSTA perspective, my only concern is that the MSC might, someday, not meet the goals and objectives we've outlined in our LSTA plan. From an MSC governance perspective, the potential for an overwhelming number of school libraries is something that needs to be given careful consideration.

Honore, I hope you find these responses helpful. If you would like me to clarify any points please let me know.

Jennie

State Librarian

From: Honore Bray [<mailto:hbray@missoula.lib.mt.us>]

Sent: Thursday, October 03, 2013 11:05 AM

To: Stapp, Jennie

Subject: FW: MSC information

Good Morning Jennie,

I hope you had a great few days off.

After reflecting on the outcome of the MSC meeting I would like to ask you to address some issues. The Board has some things they need to address but before we can tackle that I would like to ask how you would answer the following.

1. I would like to know how the MSC is structured. We have bylaws but there has been a great deal of question on the authority of the Executive Board. I feel I have it in my head but I want to make sure I do before I tell anyone else what it is.
2. I also would like to know if you are agreeable to putting a hold on any new libraries until we refocus on policies and cleanup and streamline the policies for the future. This hold would be for all libraries not just school libraries. I know this may concern you because there is LSTA money involved, but the Membership and the Board feel strongly about simplifying what we have now before adding more.
3. What about school libraries outnumbering Publics? How do you see this affecting the LSTA money supporting the MSC?

Sarah and the staff are making a plan for streamlining the catalog but before we give any direction on this I feel we need your input. If you need to discuss this email, please call me at [406-258-3860](tel:406-258-3860).

Thanks

hb

Honore D. Bray

Missoula Public Library, Director

301 E. Main Street

Missoula, MT 59802

During discussion of the MSL general suggestions for reducing the cost of running the Shared Catalog, Sarah informed the meeting that the Montana State Library relies on the MSC Executive Board as more than advisory with the input on budgets and policies, etc.

Montana State Library Report to MSC Executive Board General suggestions for reducing the cost of running the Shared Catalog

- The number one way to address continually higher membership costs is to reduce and then control the policies and reports being maintained and created in the system.
Ken added that more staff will be needed unless there is more control of the policies.
- Although we can customize a lot of things, the ideal situation is that MSC libraries aim for a shared simplicity in how they circulate and catalog.
- Existing MSC user sharing groups are encouraged to lead the way in simplifying circulation by using the same policies and by sharing amongst groups. Not only would this reduce system policies, it would go a long ways toward the resource sharing scenario of which the Shared Catalog is capable.
Sarah reminded those present that the Shared Catalog is not just sharing hardware and software, but also collections as much as possible.
- Libraries not in a user sharing group but that have similar circulation and/or cataloging situations could agree on shared policies. For instance, school libraries could come to agreement on a single set of circulation rules that they all would use. Special libraries that circulate could agree on one set of policies and those that do not circulate on another. This also would go a ways towards making the most of the kind of shared system that the MSC provides to end users.
Diane commented that some schools have Board policies that make it easier/harder to establish a single set of circulations rules. Ken added that he understands that it may take time to get this implemented.
(Cheryl J. Heser (to All - Entire Audience): I think there's a definite need for having an agreement which all libraries sign in order to be part of the MSC, and that would include the guidelines for policies, etc. An agreement like that would take care of school administrators, public officials, etc., who have different policies.)
- MSC members are encouraged to consider system wide policies that all members utilize. While creating different user sharing groups with shared circulation policies encourages collaboration and resource sharing, maintaining different groups and adding new libraries to a group is time intensive for MSC staff.

- While MSC staff members always welcome and encourage librarians to ask for help with reports, this kind of support is especially costly to maintain. It would save significant MSC staff time if staff at MSC libraries all knew how to run their own reports so that they could get what they needed without help. Better-trained staff at the libraries will help reduce costs. This means sending your staff to MSC trainings and taking MSC training webinars that cover both reports and Director's Station.
- If a library is not using a report that is scheduled to run regularly, the library should ask to have the report cancelled. Exceptions would be reports that perform an action in the system.
- Keeping current on the report templates your library has in the system will reduce costs. This means erasing templates you no longer use.
- Cataloging policies and options could be simplified. Item Categories allow for a great deal of flexibility while reducing the number of Item Types and their related circulation rules.
- Following the MSC cataloging procedures to keep the bibliographic records cleaner and being consistent in your use of Item Types, Home Locations and Item Categories means less troubleshooting, thus reducing costs.
- Use of the MSC Help Desk system reduces costs. Though email and phone requests are welcome, the Help Desk system reduces your costs because it means improved efficiency for MSC support staff and the building of a Q&A knowledge base of that all MSC members can utilize.
- MSC committees and working groups need to become more proactive in managing their responsibilities. This includes creating meeting agendas, calling and organizing meetings and other tasks. When MSC support staff spends time covering these details, they are not covering system support duties.
- Using existing support documentation on the membership website first will reduce support requests, thus reducing the continual need for more staff as new libraries are added and thereby reduce your costs.

Becky commented that circulation policies need to be adhered to and can be turned off, but there is not much that can be done for member libraries who do not attend meeting.
Libby felt it was better for virtual attendance than none at all.

The Circulation and Reports document were discussed next on the agenda.

Circ/Administration

1. Once rules are decided, MSC staff will have the authority to set dates and migrate old rules on a set schedule.
2. Have Sirsi remove currently unused item types, home locations, categories, and users after clean-up/migration
3. No grandfathered in/exceptions to rules. Some rules that are in use but not currently "approved" could become "approved" rules. Once decided, libraries will need to migrate to accepted rules on a set schedule.
4. No more special circulation rules for the end of the school year or closings. Libraries should use the special due date function or batch changes to records

5. Unlimited renewals and unlimited fine accrual removed from all circulation rules.
6. Sharing groups will have mandatory shared circ rules in all options, and will decide on shared Item Types. Sharing groups will need a guiding document that will help MSC staff when they change or add new libraries to a group. MSC Staff would have the authority to set deadlines, make changes, and decide on limits.

Reasoning

1. A clear timeline will help libraries set goals and inform staff and patrons about changes, if necessary; setting a schedule prevents the process from dragging on while waiting to hear back from individual libraries.
2. There are hundreds of policy codes in the current system that are not in use. Once the policies have been cleaned up and rules have been identified, removing old policies is the easiest way to reduce confusion and improve function.
3. Having clearly defined rules is extremely helpful for both staff and libraries. If a rule is not included in the current plan, it will need to be added as an "approved" rule that anyone can use or the library will need to choose a different rule.
4. A significant amount of staff time is used at the beginning and end of each school year to set special end-of-year due dates for school and academic libraries. These rules require special circulation rules that are modified each time (but cannot be removed), and MSC staff keep changes on spreadsheets that are constantly updated and maintained during these periods. It is a highly complicated endeavor because libraries all have different closing dates. If all schools and academics in the MSC chose to use this system, MSC staff would literally not be able to manage this system--IT IS UNSUSTAINABLE. The special due date function allows libraries to set all checkouts to a certain day for the remainder of that session. As far as work expended, each library using the special due date function is much less time-consuming than MSC staff tracking and changing these special due dates.
5. Multiple issues have been reported from libraries that use unlimited rules, including: patrons who have lost books simply renewing them for years instead of paying for items; fines building to hundreds of dollars on items that are not worth anywhere close to that amount; problems with collections and waiving large fine amounts. Having higher limits is possible, if needed, but unlimited fines and renewals create problems that are difficult to fix after the fact.
6. Sharing groups will work much more effectively if they share Item Types and circulation rules. This will: make errors easier to identify and fix; make statistics more accurate; improve the patron experience at sharing libraries; and make any future changes easier.

Opening all reorganization changes and dates to a larger discussion will drastically extend the time needed to complete the reorganization. MSC staff will seek out input from member libraries as much as possible, but need the ability to make decisions about this process without clearance at each step.

Discussion points:

Diane: concerned about local policy control

Sarah understands concerns but certain policies must be complied with

Libby: special libraries are concerned about implementation of some circ/admin rules

Diane: believes all libraries will get there eventually but the time frame is uncertain.

Reports

1. Set amount of time for libraries to add dates to report templates; after period, erase all templates created before 2012

2. Adoption of assum-lost/long overdue and lost/missing policies for all member libraries
3. Consolidation & reduction of reports where possible (remove CIRC login for reports, 1 early overdue email, etc.)

Reasoning

- 1.Many of the reports templates created before 2012 are either broken or not in use. MSC staff cannot see a "last run" date on templates, and so it is up to libraries to keep track of their own templates. Setting a deadline for libraries to add a date to their template title will make this process move quickly.
2. Cleaning up the templates will make it easier for libraries and the MSC staff to find templates that are still in use.
3. Many libraries have items that are long overdue, lost, missing, or otherwise unavailable. In some cases, these items appear checked out rather than lost, causing problems for patrons, staff, and MSC staff. Additionally, those lost items sometimes stay in the system for years. This makes maintenance more difficult, decreases the accuracy of the database, and may cost the holding library money (since lost items and users attached to them never get deleted). Setting up assumed lost and long overdue processes would help keep the catalog clean and would help MSC staff fix problems.

The new Onshelf Holds wizard is more accurate than the old CIRC report. Libraries who have not changed already should change to using the wizard so that the OSH on CIRC no longer has to run. Some reports, like an early overdue warning, could be combined to run for all patrons instead of having 160+ reports individually run for the same purpose.

Users

- 1.Reduce/remove user profiles that libraries are not using.
2. Reduce/remove system user profiles not in use or used rarely
3. All "regular" (non-system) users need to be using 14-digit numbers even if they do not use Barcodes

Reasoning

- 1.Many libraries have user profiles that they no longer use. If there are no users in a profile, libraries can confirm that they no longer use the profile. Then these profiles will need to be deleted by SirsiDynix.
2. There are many system user profiles that are rarely or never used. For example, CPRFKIDS (which was created for special use but is no longer used). A thorough review of these "system" users will identify if they are still needed.
3. Fixing errors is easier; sorting by User ID in MSC reports is helpful when libraries use 14-digits; standardized users encourage library development; migration match errors are decreased; there is already a standard in place; eBook, database & other authentication works better.

“Overview of Options”

Ken then introduced the “Overview of Options” document. Explanation was given for Option 1. Discussion centered on fact that it would be difficult for school and special libraries to adhere.

After some discussion, it was the Board's consensus that Option 1 is too rigid and Option 4 too lax and therefore both Options will be removed.

Option 2: Ken let Board know that 78% of the time this option fits most libraries. Concern was presented by the school librarians and special due dates. Discussion was held on creating several checkout periods to deal with school libraries year-end checkout concerns. Ken suggested one circ rule for year-end. School librarians will have to get used to using the "Special Due Date" for year-end concerns.

Option3: Honore pointed out that this option is not much different from current situation. Ken added that sharing groups complicate the amount of rules needed. Melody pointed out that is option is good for new members, but still too complex. Libby questioned the ease of implementing Option 2 as compared to Option 3. Option 3 will not result in much streamlining.

It is the Montana State Library's recommendation that one new staff person will need to be added at this time. Option 2 is the most logical solution to the Shared Catalog complexity. Ken voiced concern with Enterprise and Discovery and feels it needs careful monitoring at this time. Sarah feels that if system is simplified new staff may not need to be added later on as the membership continues to grow.

Becky moved and Libby seconded a motion to follow the Montana State Library's staff recommendation. Motion carried.

The timeline for implementation was discussed.

1. December 4, 2013 at 1 p.m. is next scheduled Executive Board meeting.
2. Ken feels new implementation can begin January 4, 2014.
3. Membership voted in September to move forward so there should not be any concerns about moving forward with implementation.
4. Implementation will begin with cleanup of shared catalog.

Sarah commented that all Executive Board representatives need to convey the same message. It needs to be concise. Ken will make all documents used to reach decision available and will work with MSL staff to get a message ready for each representative to pass along to their respective libraries. The message will be available as soon as possible so it can be sent out.

Amy will set up "Go to Meeting" for the December 4th at 1 p.m. meeting.

With no more comments or concerns shared, the meeting was adjourned.

Debbi Kramer, Appointed Secretary

Chat Log C:\Users\cw0340\Documents\ChatLog MSC Exec Board Meeting 2013_11_04 13_54.rtf

Becky Mosbacher (to All - Entire Audience): Can you hear me?

Becky Mosbacher (to All - Entire Audience): How can I make you hear me?

Jack Albrecht (to All - Entire Audience): I'm in the middle of the library (one room!), so I may wind up doing a lot of typing.

Becky Mosbacher (to All - Entire Audience): I unplugged and followed the directions for testing. Apparently it doesn't work.

Jack Albrecht (to All - Entire Audience): Hello!

Becky Mosbacher (to All - Entire Audience): I have the phone number. I also don't mind typing.

Becky Mosbacher (to All - Entire Audience): I heard it say I was unmuted, but then you didn't hear me.

Becky Mosbacher (to All - Entire Audience): I'll just type.

Diane (to All - Entire Audience): Becky,

Cheryl J. Hesel (to All - Entire Audience): I'll be typing, too.

Amy Marchwick (to All - Entire Audience): The sound cutting out intermittantly tends to be caused by local bandwidth issues

Jack Albrecht (to All - Entire Audience): Yes!

Ann Rutherford (to All - Entire Audience): yes

Amy Marchwick (to All - Entire Audience): Helen, you might try closing the meeting and rejoining.

Sarah McHugh (to All - Entire Audience): Trying to locate Honore at Missoula Public now.

Dale Alger (to All - Entire Audience): Thank you Amy and Melody

Libby Wolfe (to All - Entire Audience): Thanks, Amy and Melody!!! I appreciate the well organized and detailed info you presented!

Sarah McHugh (to All - Entire Audience): They are looking for Honore at the library now

Dale Alger (to All - Entire Audience): I think we should go on. Almost everybody is here. Can anybody take minutes?

Diane (to All - Entire Audience): I have another obligation at 2:00 so will have to opt out

Debbi Kramer (to All - Entire Audience): I can take the minutes

Jack Albrecht (to All - Entire Audience): Thanks, Debbi.

Cheryl J. Hesel (to All - Entire Audience): Cheryl Hesel, Rosebud County Library, Forsyth

Helen Windy Boy (to All - Entire Audience): Helen Windy Boy, SCCL, guest

Ann Rutherford (to All - Entire Audience): i'm here :)

Katy Callon (to All - Entire Audience): Katy Callon, Montana Department of Transportation Library, guest

Ann Rutherford (to All - Entire Audience): i guess you can't hear me :(

Jack Albrecht (to All - Entire Audience): I agree with Libby - it helped clarify things for a newbie.

Cheryl J. Hesel (to All - Entire Audience): I thought it was good. But I thought we needed more on the Executive Board and our role and level of authority.

Jack Albrecht (to All - Entire Audience): Agreed.\

Jack Albrecht (to All - Entire Audience): According to this flow chart, the MSC Exec. Committee serves the MSC Membership, then, correct?

Jack Albrecht (to All - Entire Audience): XLNT.

Cheryl J. Hesel (to All - Entire Audience): Wouldn't those things -- policies, etc. -- be more than "advisory" to the director and MSC staff?

Dale Alger (to All - Entire Audience): Executive board not committee

Jack Albrecht (to All - Entire Audience): :)

Ann Rutherford (to All - Entire Audience): I understand and agree with all of the talking points, understanding that changes 'could' happen.

Jack Albrecht (to All - Entire Audience): No.

Cheryl J. Hesel (to All - Entire Audience): I think there's a definite need for having an agreement which all libraries sign in order to be part of the MSC, and that would include the guidelines for policies, etc. An agreement like that would take care of school administrators, public officials, etc., who have different policies.

Cheryl J. Hesel (to All - Entire Audience): I realize we already have something we sign, but I think we need

to update it and get signatures from all members.

Dale Alger (to All - Entire Audience): This is a process that will not be done quickly, I am assuming.

Dale Alger (to All - Entire Audience): I agree with Becky

Jack Albrecht (to All - Entire Audience): Agreed.

Dale Alger (to All - Entire Audience): If they don't make it to meetings, at least virtually, they have to live with the policies accepted and voted on by the membership.

Jack Albrecht (to All - Entire Audience): Got it.

Jack Albrecht (to All - Entire Audience): No - it makes sense as per our discussion in September. Our library is ready and willing to comply.

Jack Albrecht (to All - Entire Audience): No - it's clear.

Ann Rutherford (to All - Entire Audience): I read these and at this time I agree with all that I read.

Cheryl J. Heser (to All - Entire Audience): We've had challenges from the beginning over non-compliance or "special needs". We need to go back to the idea that this is a SHARED catalog, which means every member library has to agree and comply.

Ann Rutherford (to All - Entire Audience): Exactly.

Dale Alger (to All - Entire Audience): That would be nice to see those in another form.

Jack Albrecht (to All - Entire Audience): Good idea. I'm not sure that I've ever run those reports here. I may need a bit of guidance to do it if it's not self-evident.

Dale Alger (to All - Entire Audience): I like that

Jack Albrecht (to All - Entire Audience): On Shelf Holds works very well for us.

Libby Wolfe (to All - Entire Audience): I ran it and it cleaned up a lot of "messes" for PLUK. :-)

Jack Albrecht (to All - Entire Audience): Yes.

Katy Callon (to All - Entire Audience): How does standardized users encourage library development?

Dale Alger (to All - Entire Audience): I thought everybody was using 14 digit barcodes when they came online

Dale Alger (to All - Entire Audience): So, are all MSC libraries on 14-digit barcodes?

Katy Callon (to All - Entire Audience): Okay, thanks for the clarification.

Jack Albrecht (to All - Entire Audience): I agree with Becky.

Ann Rutherford (to All - Entire Audience): That seems out of the question to take 3 years.

Jack Albrecht (to All - Entire Audience): No, thanks.

Jack Albrecht (to All - Entire Audience): I'd say, if it's not a viable option, then I'd say forego Option 4. I agree with Dale.

Jack Albrecht (to All - Entire Audience): Yup.

Sarah McHugh (to All - Entire Audience): I think you are a wise Board

Ann Rutherford (to All - Entire Audience): OH :) change :)

Dale Alger (to All - Entire Audience): Thank you Sarah

Jack Albrecht (to All - Entire Audience): Less, but more concise rules would be great.

Dale Alger (to All - Entire Audience): We are out of school before Memorial Day every year, but Billings is a week or two memorial day.

Cheryl J. Heser (to All - Entire Audience): The more I listen to this, I think everyone needs to learn to use the Special Due Date function and make it work for the last 2 weeks of school. Nothing else is going to work exactly for the end of school.

Libby Wolfe (to All - Entire Audience): Use of the Special Due Date or Modify Due Date functions are both helpful with this type of scenario for ALL libraries

Jack Albrecht (to All - Entire Audience): Is it more of a free-for-all?

Jack Albrecht (to All - Entire Audience): If so, I think that we really need to focus on reigning things in rather than expanding rules/policies.

Dale Alger (to All - Entire Audience): I agree with Jack

Jack Albrecht (to All - Entire Audience): :)

Ann Rutherford (to All - Entire Audience): :)

Ann Rutherford (to All - Entire Audience): But can't you do that with option 2?

Jack Albrecht (to All - Entire Audience): Yup

Ann Rutherford (to All - Entire Audience): I agree with the 3 recommendations.

Cheryl J. Heser (to All - Entire Audience): I second it.

Jack Albrecht (to All - Entire Audience): Aye!

Ann Rutherford (to All - Entire Audience): i

Jack Albrecht (to All - Entire Audience): Very clear.

Ann Rutherford (to All - Entire Audience): I agree.

Cheryl J. Heser (to All - Entire Audience): I don't feel that we need a vote from the membership. That's part of the reason I was asking about the authority and role of the Executive Board.

Katy Callon (to All - Entire Audience): You might still want to talk to the membership, so it's not a surprise to anyone...esp. those not at the meetings...

Jack Albrecht (to All - Entire Audience): Becky's idea sounds good.

Ann Rutherford (to All - Entire Audience): yes.

Dale Alger (to All - Entire Audience): Becky has a great idea.

Jack Albrecht (to All - Entire Audience): Sarah makes sense. I agree that Amy's idea of a standardized message to send out. I have no idea which libraries I'd be contacting, so I'd need that info.

Cheryl J. Heser (to All - Entire Audience): I liked Becky's idea at our September meeting that she (and others of us) could work directly with groups to get this done. Do I understand correctly that that is now changed to being only the MSC staff?

Jack Albrecht (to All - Entire Audience): Okey-dokey. Thanks!

Jack Albrecht (to All - Entire Audience): Well, I could offer to help out!

Jack Albrecht (to All - Entire Audience): :)

Jack Albrecht (to All - Entire Audience): Don't shoot the messenger!

Helen Windy Boy (to All - Entire Audience): none

Katy Callon (to All - Entire Audience): I don't have any more comments.

Kathy Robins (to All - Entire Audience): no comments from me.

Jack Albrecht (to All - Entire Audience): Thanks, Debbi!

Jack Albrecht (to All - Entire Audience): Bring snacks!

Ann Rutherford (to All - Entire Audience): Thank you one and all for the meeting.

Jack Albrecht (to All - Entire Audience): Yes!

Ann Rutherford (to All - Entire Audience): yes!

Jack Albrecht (to All - Entire Audience): Thanks! Have a great day!